



CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

BUILDING DEPARTMENT
(203) 797-4580
(203) 796-1585 (FAX)

Email Requests to Laura Marchi
l.marchi@danbury-ct.gov

DAVID B. NEWLAND
BUILDING OFFICIAL

REQUEST FOR INFORMATION

The Building Department can only search for historical building permits, building plans, and Certificates of Occupancy that exist within our indexed records (permits 1965-present). Mechanical permits are not indexed prior to 1997 and you must note the year and month the work was done in order for us to find it.

Please address requests for other information via separate requests to the appropriate departments as follows: (current permits to Permit Center, surveys/site plans/legal use of property to Planning & Zoning, well/septic to Health, water/sewer to Engineering, property history to Assessor, environmental/wetlands to EIC, tank removals to Fire Marshal).

*8.5 x 11 copies are \$.50 per page

Date of Request: _____

Property Owner: _____

Number & Street: _____

Assessor (MBLU) #: ____ _ // ____ _ // ____ _

Information being requested (please be as specific as possible):

Permit(s)

Certificate(s) of Occupancy

Building Plans
(limited availability)

Please provide information via:

Phone Call

*Copies *

Appointment in office to inspect

Requests are addressed in the order they are received. Due to the high number of requests, searches may take 1-2 weeks, and **we may require prepayment of past due amounts as well as prepayment for current requested information before the search is commenced.** We will call you when the information is available.

We make no guarantee that information provided will accurately reflect actual existing building conditions.

I acknowledge the search conditions stated on this form. This information is requested by:

Name: _____

Phone #: _____

PLEASE PRINT LEGIBLY!

Email: _____